

**NORTH DAKOTA
INTERAGENCY COORDINATING COUNCIL
MEETING MINUTES
JANUARY 27, 2005
VIDEO CONFERENCE**

Present:

Kari Chiasson
Tammy Gallup-Millner
Ramona Gunderson
Roxane Romanick

Staff Present:

Deb Balsdon
Connie Haag

Roxane Romanick called the meeting to order at 2:00 PM on January 27. A quorum was not present.

TOPIC: Stipend Request Form

ACTION: The new Stipend Request Form with Child Care Request for Reimbursement at the bottom will be sent out after the state SFN number has been assigned.

TOPIC: Review of Early Intervention Data

DISCUSSION: Early Intervention data was reviewed for purposes of completing the Annual Performance Report which must be completed by March 31, 2005.

ACTION: A standing Quality Improvement subcommittee of the NDICC was formed to develop action steps for refinement of the Quality Improvement Plan (QIP) for the General Supervision Enhancement Grant (GSEG) and for the State Annual Performance Report. Deb Balsdon, Carol Johnson, Kim DeWitt and Kari Chiasson will analyze data for presentation to the Quality Improvement Subcommittee, which will be comprised of one regional DD administrator, one regional Infant Development Coordinator, Deb Balsdon, Carol Johnson, Kim DeWitt, all Regional ICC Chairs and NDICC members. The first Quality Improvement Subcommittee meeting is planned for February 2 from 8:30 to 4:00. Subsequent meetings will be held by polycom.

TOPIC: Bylaws and Minutes

ACTION: Approval of the bylaws and minutes of the December 2, 2004 meeting will be added to the March 3, 2005 meeting agenda.

The meeting adjourned at 2:00 PM.